

STATINTL

The Honorable Harry B. Mitchell  
 President  
 U.S. Civil Service Commission  
 Washington 25, D. C.

Dear Mr. Mitchell:

Document No. *6616* 24 May

No Change in Class.

Declassified

Class. Changed to: TS S C

Next Review Date: \_\_\_\_\_

Auth.: HH 70-3

Date: *15/12/78*

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Reference is made to your letter of 6 April 1948 and subsequent discussions with representatives of your office relative to the proposed plan for granting awards for superior accomplishment in the Central Intelligence Agency.

It is contemplated that reports in connection with such awards will be submitted in a manner similar to that of the Federal Bureau of Investigation. Reports will contain a statement over the signature of a designated CIA official to the effect that an award has been approved based on agency investigation. In those cases where security of information or organization is a factor, it will be so stated under the individual justification.

Cases based on non-classified administrative functions which do not involve security factors will be reported in the regularly established manner.

No reference in any report will be made to the individual to whom the award has been made, but each case will be assigned a specific number prior to submission to your office. All data upon which the award has been based will be retained in the files of this agency.

Your concurrence in this proposed arrangement is requested.

Your assistance and that of your representatives in enabling us to work out a plan which we can effect without compromising our security is very much appreciated.

Sincerely,

*[Signature]*  
 R. M. HILLEBRITTER  
 Rear Admiral, USN  
 Director of Central Intelligence

cc: Chief, Personnel Br - w/fcc basic ltr

Central Records - w/orig basic ltr.

Signer's copy

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